

# Louisiana Office of Telecommunications Management

## LSI Firewall Change Request Form (OTM 30)

Only agency-authorized contacts can request firewall changes.

The default rule is to deny all traffic, and only enable those services that are needed.

1. Requester's Name (Printed)	2. Requester's Phone#	3. Requester's Email	4. Department	5. Division	6. Change Category	7. Proposed Change Date
					<input type="checkbox"/> Normal <input type="checkbox"/> Emergency	

**8. Requested Changes:**

	Source Address	Source Port	Destination Address	Destination Port	Action Deny/Accept	Add/Remove Rule	Reason for Change(s)
Ex.	Any	Any	192.222.222.2	80 TCP	<input type="checkbox"/> Deny <input type="checkbox"/> Accept	<input type="checkbox"/> Add <input type="checkbox"/> Remove	Adding web access to web server in DMZ from any outside source
a					<input type="checkbox"/> Deny <input type="checkbox"/> Accept	<input type="checkbox"/> Add <input type="checkbox"/> Remove	
b					<input type="checkbox"/> Deny <input type="checkbox"/> Accept	<input type="checkbox"/> Add <input type="checkbox"/> Remove	
c					<input type="checkbox"/> Deny <input type="checkbox"/> Accept	<input type="checkbox"/> Add <input type="checkbox"/> Remove	
d					<input type="checkbox"/> Deny <input type="checkbox"/> Accept	<input type="checkbox"/> Add <input type="checkbox"/> Remove	

**9. Request/remove static address assignment for:**

Private IP Address	Translated to Public Address	Private IP Address	Translated to Public Address
a	a	c	c
b	b	d	d

**10. Description of what you are trying to accomplish (use additional pages if needed):**

11. Authorized Requester's Signature, Title	12. Date

**The following section is to be completed by OTM staff:**

<b>1. Change Request Security Review Results</b>			
<b>2. Change Request Results: Approved/Denied, and Comments</b>			
<b>3. Scheduled by</b>	<b>4. Date</b>	<b>5. Time</b>	<b>6. Back-out File Name</b>
<b>7. Request Closed by</b>	<b>8. Date</b>	<b>9. Time</b>	

OTM-30 (09/04)

**Fax the completed form to OTM at 225-219-4867.**